



**Forces**

**16 March 1998**

**Security**

**MOTOR VEHICLE TRAFFIC SUPERVISION**

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**AFI 31-204, 1 Aug 97, is supplemented as follows**

**Chapter 1**

1.3. The 47th Support Group Deputy Commander (47 SPTG/CD) is the Installation Commander's appointee to suspend, revoke, or reinstate installation driving privileges and POV registration.

**Chapter 2**

2.1.1.2. International drivers licenses are authorized for use on Laughlin AFB for thirty days after arrival. Mexican drivers licenses are recognized and accepted **except** when the driver is a resident of the United States. In this case, individuals have thirty days to procure a valid state drivers license.

2.4.1. Vehicles parked illegally for more than twenty-four hours will be impounded. Vehicles that interfere with traffic operations, create a safety hazard, are disabled by accident or incident, or left unattended in, or adjacent to, a restricted, controlled, or off-limits area will be impounded immediately after attempts to locate the owner fail. Oversized vehicles and trailers parked in unauthorized areas will be towed immediately. Refer to AFI 31-204, Chapter 6, and Chapter 6, this supplement, for further guidance on impoundment procedures.

2.5. Unit commanders (or equivalent) may request suspension of installation driving privileges for individuals under their control. Written requests are forwarded to 47 SPTG/CD, through the 47 Security Forces Squadron Reports and Analysis Section (47 SFS/SFAR). 47 SFS/SFAR will prepare the suspension letter and forward the complete case file to 47 SPTG/CD through 47th Flying Training Wing Judge Advocate (47 FTW/JA) for final determination.

2.5.1.1. Personnel who fail to maintain automobile insurance will have driving privileges suspended for six months and registration terminated. Upon receipt of a ticket issued for driving without insurance or proof of insurance, first sergeants, commanders, or civilian supervisors will determine if violator had insurance on the date ticket was issued and indicate their findings on the reverse side of the ticket and return it to 47 SFS/SFAR. Upon return of tickets indicating violators did not have insurance, 47 SFS/SFAR will initiate driving suspension actions. Personnel may have driving privileges suspended for consistently violating installation parking rules as follows: Four (4) violations within a year - 30 days. Five (5) violations within a year - 45 additional days, for a total of 75 days. Five (5) or more violations a year - 60 additional days up to a maximum of six months.

2.5.1.2. Personnel who lend a motor vehicle to a driver whose driving privileges have been revoked or suspended, may have their driving privileges suspended for three months if the driver is apprehended or detained for driving on the installation. Suspension of installation driving privileges of up to 90 days may be considered for allowing an individual to operate a motor vehicle on base without a valid operator's license. Failure to properly register/deregister vehicles may result in either suspension or revocation of installation driving privileges as specified: first time offenders - 30-day suspension; second time offenders - 6-month suspension; third time offenders - 1-year revocation.

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2.5.1.3. When an individual is suspected of drunk driving or driving under the influence (DUI), the desk sergeant will initiate a conference call between the 47 FTW/SJA and 47 SPTG/CD. The 47 SPTG/CD approves/disapproves issuance of the preliminary suspension letter by the on-duty shift sergeant. The preliminary suspension letter is presigned by the 47 SPTG/CD and filed on the Law Enforcement Desk. The notice and case file will be forwarded to 47 SFS/SFAR. The temporary suspension letter will immediately take effect and continue until the official letter of revocation or termination of suspension is received from 47 SPTG/CD. Active duty personnel/civilian employee notices will be handled IAW AFI 31-204, paragraph 2.7.2.2. The unit commander, or equivalent, will present the sponsor of active duty personnel/civilian employee family members with their notice.

2.5.2.2 47 SFS/SFAR forwards revocation, suspension, and driving records to gaining commanders at the end of each month. When receiving similar records for inbound personnel, the records are entered into the Security Forces Automated System upon receipt by 47 SFS/SFAR and forwarded to the 47 SPTG/CD for action. Personnel will be notified in writing that they will remain under suspension or revocation for **at least** the original specified period. Personnel who had limited driving privileges granted by the installation commander must have a copy of granting memorandum immediately available when operating a motor vehicle on-base.

2.6.1. For individuals who arrive on Laughlin with a suspension/revocation from another base, an equivalent DWI Alcoholic Education Program/Course from that state/country will be honored. Additionally, personnel must provide Social Actions documentation showing they received Substance Abuse Rehabilitation Treatment (SART). After proof is provided, personnel must request reinstatement, in writing, through their commander (or equivalent), 47 SFS/SFAR, 47 SFS/CC, 47 FTW/JA, to 47 SPTG/CD. After 47 SPTG/CD determination, the request is returned to 47 SFS/SFAR who will advise the individual of the 47 SPTG/CD's decision. If reinstatement is granted, 47 SFS/SFAR will type or stamp "REINSTATED" on the individual's revocation paperwork and remove them from revocation rosters.

2.7.2. Commanders/first sergeants (or equivalent) of active duty military, DoD civilians, and their family members will schedule requested hearings with the 47 SPTG/CD. 47 SFS/SFAR will coordinate through 47 SFS/CC to the 47 SPTG/CD on scheduling administrative hearings for all other personnel. Written requests for administrative hearings will be forwarded to 47 SPTG/CD through 47 SFS/SFAR. 47 SFS/SFAR will forward the complete case file to 47 SPTG/CD through the 47 FTW/JA. Upon completion of the hearing, 47 SPTG/CD will annotate paperwork to indicate decision and return the case file to 47 SFS/SFAR. The 47 FTW/CV is the Installation Commander's appointee when the 47 SPTG/CD is not reasonably available.

2.7.3.1.3. Requests for limited driving privileges for active duty military, DoD civilians, and their family members, will be coordinated through the 47 SFS/CC and forwarded to 47 SPTG/CD through the unit commander (or equivalent) and 47 SFS/SFAR. Requests for all others will be forwarded through 47 SFS/SFAR only. 47 SFS/SFAR forwards the complete case file to 47 SPTG/CD for action. **Reinstatement from revocation is not automatic.** Personnel who are suspended for non-drug and/or alcohol driving offenses must complete the 47th Flying Training Wing Safety (47 FTW/SEG), Course V, Remedial Driver's Training Course or civilian equivalent. After completing the required time period for revocations requiring Course V, or civilian equivalent, personnel must provide proof of completion to 47 SFS/SFAR. After completing the required period for a "Drug and/or Alcohol" revocation, personnel must report to 47 SFS/SFAR with proof of completion of Texas Department Public Safety DWI (Driving While Intoxicated) Alcoholic Education Program, administered by the 63rd Judicial District Community Justice Assistance Division, 200 Griner St., Del Rio, Texas.

### Chapter 3

3.1. Privately owned vehicles (POVs) of eligible vehicle registrants, **must be registered within 15 days** of arrival, purchase, or issuance of identification credentials. For temporary registration refer to paragraph 3.2., below.

3.1.1. (AETC Sup). AETC Form 58, **AETC Civilian Identification Card**, may be used as a basis for issuance of ***AFI 31-204/Laughlin AFB Supplement 1 16 March 1998***

vehicle registration decals to contractors who have been awarded a government contract for performance on LAFB with contracts over twelve months up to three years at the discretion of the local administrative Contracting Officer (47 CONS/LGC).

3.1.2. Off-road vehicles will be registered IAW paragraph 3.2., below, provided they meet licensing and registration requirements of the state.

3.1.3. 47th Security Forces Squadron Pass and Registration (47 SFS/SFAP), located in Building #246/Mission Support Squadron, is the only authorized unit for vehicle registration.

3.1.5. 47th Security Forces Squadron Pass and Registration (47 SFS/SFAP) will issue contractors, with contracts one year or under, AF Form 75, **Visitor Pass**, IAW AETCI 36-3001/FTW Sup 1, paragraph 4.1.3.1. as an identification card. The Contracting Office (47 CONS/LGC) will verify the requirement for registration of contractor vehicles/contractor employee vehicles. AF Form 75, **Vehicle Pass**, will expire one year from date of issue but not beyond the end of the Fiscal Year (FY). 47 SFS/SFAP will issue installation visitors AF Form 75 for periods over 72 hours and up to 30 days. A 15 day extension may be added if approved by the Chief of Security Forces (CSF). The AF Form 75 will reflect the expiration date via colored marker. AF Form 75/Vehicle Pass, must be displayed on the inside of the vehicle's windshield, lower left corner (driver's side). AF Form 75/Visitor Pass, must be carried by the visitor at all times while on the installation. An illegible AF Form 75 will require the visitor/contractor obtain a new pass.

3.1.5.1.4. Expired forms may be disposed of or turned into the Security Forces.

3.2. To register a vehicle on LAFB, personnel must present a valid identification card, proof of state registration, and proof of insurance. If the registration is not in the registrant's name, the registrant must have/obtain a legal bill of sale, a vehicle title with his/her name as owner, or notarized letter from owner authorizing registrant to operate the vehicle. Spouses and dependent children are authorized to register vehicles as long as the military member and the family members are listed on the registration. If there are any doubts of ownership, contact 47 FTW/JA for guidance. Proof of insurance must show compliance with minimum liability insurance requirements. Liability requirements are \$20,000 for bodily injury, \$40,000 for accidents, and \$15,000 for property damage IAW Texas automobile insurance laws. Motor vehicles registered in states which do not require a safety and mechanical vehicle inspection are required to receive an inspection from the state of Texas before the vehicle is allowed to be registered on LAFB. 47 SFS/SFAP will provide applicants an appointment letter with the next available class date to the Air Force Motorcycle Safety Training Course (MSTC). 47 SFS/SFAP will issue AF Form 75, **Vehicle Pass**, for 30 days as temporary registration.

3.5.2. Military, civilian, and retired personnel selling a vehicle to another individual not authorized permanent vehicle registration must scrape off the DD Form 2220/Vehicle Decal and return them to 47 SFS/SFAP as proof of removal. If selling to an individual authorized permanent registration, the buyer and owner must report to 47 SFS/SFAP with paperwork reflecting transfer of ownership or legal custody transfer of the vehicle.

3.5.7. Military and civilian personnel departing to another CONUS assignment may leave decals on their vehicles but must report to 47 SFS/SFAP for outprocessing. Military and civilian personnel departing to an overseas assignment must scrape off decals and return them to 47 SFS/SFAP as proof of removal.

3.5.8. (Added) Failure to properly register/deregister vehicles may result in either suspension or revocation of installation driving privileges IAW paragraph 2.5.1.2., above.

3.6. The reverse side of AF Form 533, **Certificate of Compliance**, detailing the Consent to Impoundment Policy will be displayed on the 47 SFS/SFAP counter. Registrants will be asked to read the policy and give verbal consent.

## **Chapter 4**

4.1.2. The Civil Engineering Traffic Section will maintain the Laughlin AFB Traffic Circulation Plan.

4.2.1. Installation traffic codes are listed in Attachment 1, this supplement.

### **4**

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4.2.2. Towing of vehicles is at the owner's or operator's expense. The policy and procedures for towing, searching, impounding, and inventorying of POVs is outlined in Chapter 6 and Attachment 1, this supplement.

4.2.3.1. Operators and passengers of motorcycles or self-propelled open vehicles, must wear long pants, full shoes (covering entire foot), gloves (covering entire hand), long-sleeved shirts or jackets, reflective vests, and approved protective helmets and eye protection.

4.2.6. The use of ATVs, including motorcycles and mini-bikes, is not authorized for off-road recreational use on Laughlin AFB. Go-carts are authorized for recreational use between Building #7000, West Gate, east to Building #1, Main Gate, **except in the Nature Trail area**. All off-road vehicle use is restricted from 1 September to 1 March, during hunting season.

4.5.1.2. Conduct detailed investigations for combined vehicle and private property damage over \$10,000 for government and privately owned vehicle accidents.

4.5.2. 47 SFS/SFAR will coordinate with local police agencies to receive a copy of accident reports occurring off-installation if they involve injuries to military personnel, damage to government property, or any other service related accident.

4.6.3. Security Forces will respond to all reported minor traffic accidents.

4.8.2. The LAFB Reserved Parking Plan is listed at Attachment 2, this supplement.

4.9.3. The DD Form 1408, Armed Forces Traffic Ticket will be issued for all active duty personnel, their dependents and **reserve personnel on active duty orders**. Individuals on active duty orders are those on annual tour or recalled to active duty during contingency or real world operations. The violator is issued the pink copy. The white and yellow copies are forwarded to SFAR. SFAR will log tickets in and forward them to members unit for action. DD Form 1408s may be used for any traffic violation contained in Air Force, MAJCOM, and FTW directives. DUIs are also written on DD Form 1408s for active duty or reservists on active duty orders.

4.9.4. The DD Form 1408 may be voided by the issuer by writing "Voided" on the front and indicating reason on the reverse, in the "remarks section". The voiding official signs the reverse of the original copy of the ticket and returns it to 47 SFS/SFAR to be put on file for ninety days and then destroyed. The CSF is the voiding official for the DD Form 1805/United States District Court Violation Notice. Citations may be voided by writing "Voided" across the front of the ticket and having the voiding official sign below. Unit commanders (or equivalents) annotate action taken (including not guilty findings) on the reverse of the original DD Form 1408 and return the ticket to 47 SFS/SFAR. Rebuttal procedures are as follows:

4.9.4.1. (Added) Upon receipt of rebuttal letter, 47 SFS/SFAR will request a statement from the issuing patrol person. The statement, ticket, and rebuttal letter will be given to the CSF. The CSF reviews the case and makes a recommendation to 47 SPTG/CD by endorsement. 47 SFS/SFAR forwards the rebuttal package to 47 FTW/JA for legal review. 47 FTW/JA will make a recommendation and forward package to 47 SPTG/CD. 47 SPTG/CD is the final authority on all rebuttals.

4.9.4.2. (Added) If a determination of guilt is made, 47 SFS/SFAR assesses points on moving violations; if determination is “not guilty”, no points are assessed. In all cases the Security Forces Automated System (SFAS) will be annotated with the finding. 47 SFS/SFAR will notify applicable unit commanders (or equivalents) of rebuttal results.

4.9.5. DD Form 1805, United States District Court Violation Notice will be issued to all civilian personnel to include reservists **not on active duty orders**, retirees, DoD/NAF/AAFES employees, contractors, and any civilian (except dependents of active duty members) entering the installation. The DD Form 1805 must clearly state the charge as it is printed in the violation handbook. Illegible tickets should be referred to the Operations Superintendent, NCOIC of Law Enforcement, or the LE Staff NCO to be reaccomplished by the issuing officer.

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This is also true for tickets that have improper charges. Again, discrepancy sheets will be used for "coordination, tracking, and training purposes".

4.9.5.4. The DD Form 1805 is a controlled item, therefore the accountability for such is paramount. After issuing the citation, give the violator the hard cardboard type copy and place the white, yellow, and pink copies on the desk for the shift sergeant's review. DD Form 1805s will be forwarded to SFO for review and then onto SFAR who will log and forward to the U.S. Magistrates Court. All other traffic violations, including drunk driving or driving under the influence, may be referred to U.S. Magistrates Court by 47 FTW/JA.

4.10. 47th Security Forces Resources and Training Flight (47 SFS/SFTT) is the office of primary responsibility for overseeing the training of law enforcement personnel for processing of intoxicated drivers. Use urine or blood testing when military personnel are suspected of driving while under the influence of other drugs and during special circumstances listed in AFI 31-204, paragraph 4.14.4.

4.13. Use Laughlin FTW Form 150, **Alcohol Influence Report**, and DD Form 1920, **Alcohol Influence Report** to document Horizontal-Gaze Nystagmus (HGN) test and standard field sobriety test results.

4.14. Blood testing is the preferred chemical test to be used on any person suspected of driving under the influence of alcohol on Laughlin AFB, except for special circumstances as outlined in AFI 31-204, paragraph 4.14.4.

4.14.4. After duty hours, the Primary Care Manager will be the POC for medical reasons that qualify for non-punitive refusal of a blood alcohol test, pending verification via medical records of same affliction.

4.15.2. The 47 FTW/CV is designated as primary probable cause search authority (SA) for body fluids of personnel subject to the Uniform Code of Military Justice (UCMJ) and the 47 SPTG/CD is the alternate authority. To seek search authorization, the requesting official initiates a conference telephone call through the Wing Command Post with 47 FTW/JA and the SA. Air Force policy is further addressed in AFI 44-102, ***Patient Care and Management of Clinical Services***, for nonconsensual extraction. Civilians suspected of DUI will not be subjected to involuntary extraction of body fluids, but refusal of consent may result in their installation driving privileges being suspended/revoked. NOTE: As a general rule, forced extraction is considered only when an individual is involved in an accident in which there is a death, serious bodily injury, or significant property damage. Refer to AFI 31-204 paragraph 4.15.2.

4.18. 47 SFS/SFAR is the office of primary responsibility for obtaining copies of off-base accidents (involving military personnel) which are reported to the Security Forces.

## **Chapter 5**

5.1. **Table 5-1, AFI 31-204.** If revocation for implied consent violations is combined with another revocation, the revocations will run consecutively.

5.4.2. When DD Form 1408s are returned from unit commanders (or equivalents) to 47 SFS/SFAR with no disciplinary or administrative action taken, the CSF will contact the unit commander (or equivalent) and attempt to resolve the issue. If both agree a “not guilty” finding is justified, no points will be assessed. If an agreement cannot be reached, a statement from the violator, any witnesses, and the Security Forces personnel issuing the citation will be obtained. 47 SFS/SFAR forwards any statements and the citation to 47 SPTG/CD through the 47 FTW/JA for final determination. Points will be assessed when unit commander’s (or equivalent) “Not Guilty” findings are overturned by 47 SPTG/CD.

5.5. Personnel Actions Flight (47 MSS/DP) will send a letter to the CSF twice a month containing a list of transferred personnel, personnel released from military service, and personnel ending employment or affiliation with Laughlin AFB.

## Chapter 6

6

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*16 March 1998*

6.3. Impounded POVs will be towed by an authorized wrecker service.

6.3.2. The 47th Security Forces Squadron Investigations (47 SFS/SFOI) Impoundment Lot located within the Recreational Vehicle Storage Lot, adjacent to Bldg 140, and/or the impoundment areas of authorized wrecker services are designated as authorized impoundment areas for Laughlin AFB. 47 SFS/SFOI will maintain the on-base Impoundment Lot key(s).

6.4.1.2. On duty Shift Sergeants will arrange for the wrecker. DD Form 2505, **Abandoned Vehicle Removal Authorization**, will be accomplished for abandoned vehicles and forwarded to 47 SFS/SFOI .

6.4.1.3.1. The on-duty Security Forces Desk Sergeant will accomplish a Security Forces Blotter Entry when a DD Form 2506, **Vehicle Impoundment Report**, is issued and vehicle is impounded.

6.4.1.3.2. Personal property will be secured in the Lost and Found Property Locker located in Building #140 when unable to secure or protect property within confines of the impounded vehicle. Authorized wrecker services are responsible for securing personal property they have impounded.

6.6.2.1. Once the vehicle becomes property of the Air Force, 47 SFS/SFOI will contact the Property Disposal Board to sign the disposal letter. The vehicle will be disposed of by releasing it to the Auto Hobby Shop.

DAN R. GOODRICH, Colonel, USAF  
Commander

2 Attachments

1. LAFB Traffic Code
2. LAFB Parking Plan



## LAUGHLIN AIR FORCE BASE TRAFFIC CODE

This attachment assimilates Texas State Law and prescribes a uniform code that applies to all personnel on this installation. Texas Motor Vehicle Laws (TMVL/VCS) are applicable to Laughlin Air Force Base except when in conflict with, or added to, by Air Force directives. Installation traffic code provisions in AFI 31-204, paragraph 4.2., apply. The area commonly referred to as Laughlin Air Force Base consists of 4,275 acres enclosed by a fence.

### A.1.1. Major Maintenance in Parking Areas or Family Housing Areas:

A.1.1.1. Modifications or disassembling of vehicles is not authorized in parking or family housing areas. The Automotive Hobby Shop and Exchange Service Station are the only authorized on-base areas for major maintenance of POVs.

A.1.1.2. Minor maintenance and repairs are allowed in parking or family housing areas. Do not perform minor maintenance which requires the engine to be operating unless someone capable of stopping unplanned motion is in the driver's seat or the wheels are securely chocked against forward and reverse motion. Vehicles may be washed on any hard surface (blacktop or cement) whose use is not otherwise restricted.

A.1.2. A Security Forces escort is required for vehicles towing trailers in excess of 11 feet in width, or 13 feet 6 inches in height. Trailers may be towed on streets where the pavement/blacktop is capable of supporting the weight and equipment without damaging the road surface, and along such routes as will least interfere with overhead cables, or endanger users of the roadway. The time these trailers may be moved is determined by the on-duty Security Forces Law Enforcement Shift Sergeant.

A.1.3. Open containers of alcoholic beverages **are not allowed** in motor vehicles at any time. A container is defined as any glass, cup, can, or vessel in which alcoholic beverages are contained or carried.

A.1.4. The maximum speed limit on Laughlin AFB is 30 miles per hour (MPH) except as indicated below, or otherwise posted:

A.1.4.1. 5 MPH: In aircraft parking areas and when passing troop movements.

A.1.4.2. 5 MPH: Parking lots.

A.1.4.3. 15 MPH: Housing area interior roads.

A.1.4.4. 20 MPH: Housing area access roads, where posted.

A.1.4.5. Seatbelts are mandatory while operating vehicles on Laughlin AFB. Continuous violations of this policy could lead to revocation of base driving privileges.

A.1.4.6. The use of radar detectors is prohibited while operating a vehicle on Laughlin AFB.

### A.1.5. Parking:

A.1.5.1. A vehicle will not be stopped or parked in any of the following places except when necessary to avoid conflict with other traffic; to comply with traffic laws or direction(s) of a police officer/Security Forces personnel or traffic control device:

A.1.5.1.1. Within 50 feet of any hangar or ammunition/fuel storage area except in designated parking areas.

A.1.5.1.2. Between hangars where there are no designated parking slots or areas.

A.1.5.1.3. Within 15 feet of any building or fence where there are no designated parking areas.

A.1.5.1.4. In driveways or parking lot entrances/exits in designated areas.

A.1.5.1.5. In reserved parking spaces.

A.1.5.1.6. Along school bus routes on streets in family housing areas.

A.1.5.1.7. Within 50 feet of the nearest rail of a railroad crossing.

A.1.5.1.8. In a manner which obstructs the removal or dumping of trash dumpsters.

A.1.5.1.9. On grass or seeded areas.

A.1.5.1.10. On Liberty Drive, Arnold, and Indiana Avenues, adjacent to softball fields.



A.1.5.2. Parking on the side of the street on which fire hydrants are located in base housing is prohibited at all times.

A.1.5.3. Vehicles may not park/stop against the flow of traffic except along First Street, on the flightline, or where posted.

A.1.5.4. On street parking of any motor vehicle is prohibited **except** in base housing areas as specified in paragraph A.1.7.1.2., below, where authorized by curb markings or street signs, and in cases of emergency.

A.1.5.5. Motor homes, campers, vans, and other vehicles which restrict or obstruct driver's vision to the rear, or which cause a view obstruction for other motorists, will not use on-street angle/parallel parking spaces.

A.1.5.6. Vehicles must be parked within the limits of marked parking spaces.

A.1.6. For additional flightline driving/parking requirements refer to 47 FTWR 55-3, *Flightline Driving*.

A.1.7.1. Overnight or extended parking of boats or utility or camping trailers on-base and in family housing areas is prohibited **except as follows** (this includes motorized recreational vehicles):

A.1.7.1.1. Motor homes, trailers, boats, and campers, owned by occupants of unaccompanied quarters (dormitories, BOQ, etc.) will be registered and parked in the Recreational Vehicle Storage Lot, adjacent Bldg 140. Residents of base housing may also use this facility.

A.1.7.1.2. Motor homes, trailers, boats, and campers owned by occupants of base housing may be parked at their quarters on weekends, holidays, and scheduled days off for shift workers.

A.1.7.2. Recreational Vehicle Storage Lot. The on-duty Security Forces Desk Sergeant, Bldg 140, controls access to/from the area and will issue and deregister slots.

A.1.7.2.1. Motor homes, trailers, boats, canoes, sailboards, jet skis (on trailer), campers, and vehicle accessories (e.g., camper shell) may be stored in this facility. Cars, trucks, or other self-propelled vehicles (which require state vehicle registration and license plates) are prohibited **except** when loaded on a trailer.

A.1.7.2.2. Registration and license plates must be kept current if the vehicle will be operated.

A.1.7.2.3. On-base residents have priority for issuance of storage slots. Off-base active duty military or retirees may be issued an empty slot on a first come, first served basis. If all slots become full and an on-base resident requests a slot, the last slot issued to an off-base resident will be forfeited.

A.1.7.2.4. Personnel requesting a storage slot must present a valid identification card and proof of ownership, and complete AETC Form 680, **Assignment of Parking Space for Mobile Home, Trailers, Boats and Campers**.

A.1.7.2.5. Persons withdrawing property must present their identification card and leave it with the Security Forces Desk Sergeant until they return the recreational vehicle storage lot gate key.

A.1.7.2.6. Personnel permanently removing their property **must deregister** the storage slot with the on-duty Security Forces Desk Sergeant.

A.1.8. Vehicle Accidents. Operators of vehicles involved in a motor vehicle accident will:

A.1.8.1. Render aid to the injured.

A.1.8.2. Remain at the scene until released by responding Security Forces personnel.

A.1.8.3. Do not remove vehicles from the scene of the accident unless necessary to give aid, or as directed by Security Forces.

A.1.9. Roller blades and roller skates may be used on all streets in base housing and on Laughlin Drive, West from Ribas Dominicci Circle to the West Gate (**during non-operational hours only**). Small children (under six years old) must be supervised by a responsible individual charged with their care when operating or using roller skates, roller blades, play wagons, bicycles/tricycles/scooters, etc., near any roadway or in driveways with inclines sloping down to roadways. Skateboards and roller-skate/blade games such as speed skating, hockey, etc., are authorized only in the designated area established on Fourth Street adjacent to Bldg. 449/VOQ. Travel to and from this area on roller-skates/blades is permissible.

A.1.9.1. Skateboards, roller-skates/blades, bicycles, scooters, etc., are not authorized on the base running track located adjacent to Bldg 255/Enlisted Dormitories.

A.1.9.2. Skateboards and roller-skates/blades are prohibited on the roadways during the hours of darkness. The hours of darkness are defined as one hour after official sunset to one hour before official sunrise.

A.1.9.3. Persons using skateboards or roller skates/blades will not attach themselves, in any fashion, to a moving vehicle.

A.1.9.4. All persons riding skateboards or roller skates/blades must wear an approved bicycle helmet. (Refer to AFI 91-207, AETC Sup 1 paragraph 14.7.3.).

A.1.9.5. Pedestrians and joggers are prohibited from wearing radio/stereo headsets when walking, jogging, rollerblading/skating or riding a bicycle on roadways normally used for vehicular traffic.

A.1.10. Hitchhiking is not permitted on Laughlin AFB, with the exception of designated "Share-A-Ride" locations.

A.1.11. Vehicle Equipment and Safety Violations. Personnel who are cited by Security Forces for safety violations (i.e., headlight/taillight out, turn signal inoperative, etc.), must correct the discrepancy within 72 hours and report to commander/1st Sgt (or equivalent) with proof of repair. When the vehicle has been repaired, the citation will be so annotated by the commander/1st Sgt and forwarded to 47 SFS/SFAR who will change the citation to a warning and not assess points. If the vehicle is not repaired within 72 hours, 47 SFS/SFAR will assess points IAW AFI 31-204, paragraph 5.3., Table 5.2.

**LAUGHLIN AIR FORCE BASE RESERVED PARKING PLAN****A.2.1. Responsibilities:**

A.2.1.1. The approving authority for LAFB reserved parking spaces is the Support Group Commander (47 SPTG/CC).

A.2.1.2. The 47 SPTG/CC approves valid reserved parking space(s) requests according to AFI 31-204 paragraph 4.8.2., and the following LAFB reserved parking space priority list:

A.2.1.2.1. Differently Abled personnel parking (see paragraph A.2.2.1. below).

A.2.1.2.2. Customer Parking.

A.2.1.2.3. Official Vehicles (e.g., emergency vehicles) during duty hours.

A.2.1.2.4. Commander's discretion parking.

A.2.1.2.4.1. Unit commanders may assign a limited number of parking spaces, not to exceed ten percent of the total area available for personal parking (excluding parking spaces identified in paragraphs A.2.1.2.1. through A.2.1.2.3., above) to key personnel and personnel with unusual working hours. Up to one half of the ten percent may be assigned to key personnel. Bicycle and motorcycle parking spaces will be included in the above ten percent.

A.2.1.2.4.2. If a facility is jointly used by more than one organization or a parking lot is located adjacent to several organizations, unit commanders must obtain coordination of the other users before submitting request. Total number of reserved parking spaces may not exceed that allowed in paragraph A.2.1.2.4.1. above.

**A.2.1.3. Unit Commanders:**

A.2.1.3.1. Submit written request(s) for reserved parking spaces through 47 SFS/SFO and 47 SFS/CSF to 47 SPTG/CC. When requesting reserved parking spaces that are jointly used by more than one organization, comply with paragraph A.2.1.2.4.2. above.

A.2.1.3.2. If approved, submit approved request, diagram (showing location of requested spaces), and AF Form 332, **Work Order Request**, to 47 CES for sign construction and installation.

A.2.1.3.3. Forward a copy of approved parking requests and revalidations to the 47th Security Forces Squadron Law Enforcement Flight (47 SFS/SFOL).

A.2.1.3.4. Appoint traffic wardens (unit personnel) in writing and forward copy to 47 SFS/SFOL.

**A.2.1.4. Civil Engineers:**

A.2.1.4.1. Construct reserved parking name plates (e.g., CUSTOMER ) for approved reserved parking spaces.

A.2.1.4.2. Install/mount reserved parking nameplates to existing curbing.

A.2.1.4.3. Remove unauthorized reserved parking markings/name plates.

**A.2.1.5. Security Forces:**

A.2.1.5.1. 47 SFS/SFOL accomplishes an annual review of the base parking plan and maintains a current listing of reserved parking slots.

A.2.1.5.2. 47 SFS/SFOL trains appointed traffic wardens for each unit.

A.2.1.5.3. The 47 Security Forces Squadron Reports and Analysis Section (47 SFS/SFAR) will:

A.2.1.5.3.1. Provide DD Form 1408, **Armed Forces Traffic Citation**, to appointed traffic wardens.

A.2.1.5.3.2. Process DD Form 1408 as required.

**A.2.1.6. Traffic Wardens.**

A.2.1.6.1. Obtain training from 47 SFS/SFOL.

A.2.1.6.2. Monitors reserved parking slots and respond to complaint(s) of illegal parking.

A.2.1.6.2.1. Validate the vehicle is illegally parked and issue DD Form 1408, placing the pink copy on the violator's vehicle. NOTE: See paragraph A.2.2.2. for enforcement restrictions.

A.2.1.6.2.2. Forward the original and yellow copy of DD Form 1408 to 47 SFS/SFAR for action.

**A.2.2. General Guidelines:**

**A.2.2.1. Differently Abled Parking:**

A.2.2.1.1. Personnel using Differently Abled parking Spaces must have a handicapped parking decal affixed to the left side rear bumper; handicapped license plates; specially designed symbols, tabs, or other devices attached to the license plates of the motor vehicle (issued by the state in which the vehicle is registered); or display a temporary AF Form 75, **Vehicle Pass**, marked by 47 SFS/SFAP with "HANDICAPPED" in colored marker, on the left side of the vehicle's rear window.

A.2.2.1.2. Procedures for obtaining handicapped decal:

A.2.2.1.2.1. Have disability verified through the base hospital (via records check or examination) or by a private physician.

A.2.2.1.2.2. Bring verification notice to 47 SFS/SFAP, Bldg 451, room 7, for issuance of AF Form 787, **Handicapped Person Vehicle Decal**.

A.2.2.1.2.3. For short term disabilities (e.g., broken leg, etc.) bring verification notice to 47 SFS/SFAP for issuance of AF Form 75, **Visitor Pass**, marked with "HANDICAPPED" **and with an expiration date** in colored marker.

**A.2.2.2. Enforcement.**

A.2.2.2.1. Reserved parking will be enforced during **normal base** duty hours or during the operation of the facility. Enforcement measures will be reduced during periods of increased security and/or readiness exercises.

A.2.2.2.2. Report violations to the building traffic warden. Give location of parking space and descriptive information of the unauthorized vehicle. The traffic warden accomplishes duties IAW paragraph A.2.1.6. above.